

The Iowa Council on Homelessness

DRAFT MINUTES **CONTINUUM OF CARE COMMITTEE**

Tuesday, November 15, 2016, 10:30 AM

Location: The Iowa Finance Authority

Address: 2015 Grand Avenue, Des Moines, Iowa 50312

A meeting of the Continuum of Care Committee was held on November 15, 2016. The following voting members were present: Diogenes Ayala, Zeb Beilke-McCallum, Steven Benne, Dennis Lauterbach, and Tim Wilson (Co-Chair). A quorum was established (Barb Kellogg has resigned).

I. Introductions

Tim Wilson led the introduction of committee members and non-committee members both in person and on the phone conference line.

II. Approval of Agenda

- Motion: Dennis Lauterbach
- Second: Steven Benne
- All in favor

III. Approval of July Minutes

- No action.
- Last meeting was not an official meeting; no minutes need to be approved. It was noted if there are any unapproved minutes, they will be on the next meeting's agenda.

IV. Electing a co-chair to coordinate 2017 site visits (action item)

- No Action. After a discussion, it was decided to defer this issue to the next meeting.
- Tim Wilson discussed the need for a co-chair to coordinate 2017 site visits.
(At this time, Zeb Beilke-McCallum joined the meeting on the phone)
- Dennis Lauterbach suggested a meeting/conference with applicants/grantees early in the application process to be able to answer questions as well as have applicants share successful ideas. Also possibly have breakout sessions for agencies in different regions.
- The importance of site visits was discussed along with the potential to have site visits scored.
- Amber Lewis shared there was not a specific line item to have an outside agency assist with coordinating the site visits/conference planning in our grant application, however there was a budgeted \$20,000 that this type of expense would fall into.
- The possible need for an RFP to use the grant money was mentioned.
- Tim Wilson mentioned that Carrie Dunnwald was interested in joining this CoC committee. She is not currently affiliated with a grantee, has relevant experience for this committee, is currently on a committee that may be assumed by HAACP
- Steven Benne and Zeb Beilke-McCallum will develop a short survey to gauge the interest of the current grantees in a meeting/conference as suggested earlier in the meeting.
- Dennis Lauterbach is looking into location as well a potential person to help coordinate site visits/conference.

- There was a motion to seek approval of the council meeting this Friday to pursue a conference to convene current CoC grantees and other CoC Stakeholders with a focus on outcome.
- Motion: Steven Benne
- Second: Dennis Lauterbach
- All in favor

V. Discussion and Review of Project Site Visits

- Agreed to post site visits notes for upcoming council meeting
- This CoC committee has 15 minutes at the upcoming council meeting for discussion. Approximately 3-4 general observations regarding the site visits and then open it up to those who did site visits for comment.
- It was agreed that site visits are good, it is important to involve many people in the site visits to increase awareness of the programs, the format of the site visits were not uniform as some agencies put more work into the visit than others.
- Marilieggh Fisher shared her thoughts on using a conference type forum to share information on the application process, appeals and how an agency can proceed after losing funding.
- The possibility of being able to share any upcoming changes within HUD with the new administration at a potential conference.

VI. Discussion of Other States' Application Scoring

- It was suggested that a work group session to discuss and then present to committee would be the best way to have an appropriate amount of time to allot to this subject.
- The work group session will meet before next month's committee meeting and will look at other states' successful models.

VII. Discussion about making 2017 application electronic

- This discussion is tabled until the next meeting. It will likely be discussed in the work group session discussing application scoring.

VIII. New Business

- Invitation to Abby Langton (spelling?) and Carrie Dunnwald to attend committee meeting (it was decided no motion was needed to invite them to attend).
- There is an All Iowa CoC meeting immediately prior to the Council meeting on Friday

IX. Old Business

- None

X. Public Comments

- None

XI. Next Meeting Date

December 13, 2016 – 10:30 a.m.

XII. Adjournment – 12:00 p.m.

- Motion: Dennis Lauterbach
- Second: Steven Benne
- All in favor

Voting Committee Members Present

1. Diogenes Ayala, Simpson College (phone)
2. Zeb Beilke-McCallum, Iowa Coalition Against Domestic Violence
3. Steve Benne, Iowa Economic Development Authority
4. Dennis Lauterbach, Lutheran Services in Iowa
5. Tim Wilson (Co-Chair, CoC Committee), Home Forward Iowa

Non-Committee Members

1. Marilieggh Fisher, Community Housing Initiatives (phone)
2. Cathy Ahrens, Hillcrest Family Services (phone)
3. Amber Lewis – Iowa Finance Authority
4. Megan Miller – Iowa Finance Authority